

TOWN OF BLACKSBURG



Monthly Report ~ November 2004

EXECUTIVE DEPARTMENT

HUMAN RESOURCES

- ❖ Prepared advertisements and postings, recorded EEO data for applicants, prepared transmittals for departments, reviewed interview questions and processed returned applications for all November transactions. The following positions were posted during the month:
 - Lead Station Attendant – Rescue
 - Town Engineer – Planning & Engineering
 - Town Planner – Planning & Engineering
 - School Crossing Guard (Wage) – Police
 - Recreation Leader (Wage) - Recreation
 - Bus Operators (Wage) – Transit
 - Line Instructors (Wage) – Transit
 - Operations Assistant (Wage) - Transit
- ❖ Participated on the interview panel for the position of Lead Station Attendant for the Rescue Squad. Performed reference checks for the selected applicant.
- ❖ Conducted two New Hire Sessions for Pay Plan employees this month.
 - Museum Coordinator – Community Relations Office
 - Fire Inspector/Fire Prevention Coordinator - Fire
- ❖ Conducted three Exit Interviews this month.
 - Chief of Engineering/Planning & Engineering
 - Voluntarily Resigned/Private Sector Opportunity
 - Town Planner/Planning & Engineering
 - Voluntarily Resigned/Private Sector Opportunity
 - Police Officer/Police Voluntarily Resigned
- ❖ Processed 68 status changes and 2 benefit changes.
- ❖ Assisted supervisors with EAP referrals, employee issues, disciplinary actions, investigations, and grievances; in conjunction with the Town Manager as necessary.
- ❖ Coordinated and assisted the Assistant Town Manager with a pre-termination hearing for a Pay Plan employee.
- ❖ Met with and assisted employees regarding work related issues or concerns.
- ❖ Assisted employees with VRS retirement estimates and purchase of prior service calculations and paperwork.
- ❖ Prepared an application for retirement for a Police Department employee, preparing several estimates of benefits for his review.
- ❖ Met with the Employee Advisory Team on November 2, 2004 and November 30, 2004. The aspects of the United Way Campaign and the Angel Tree project were discussed and finalized. An additional service project undertaken by the Team is the implementation of a Soldier Support project. Items are gathered from employees each month for shipment to our three employees serving in harm's way while on active duty with the military. The first packages were shipped out in November for arrival by the holidays.
- ❖ Attended the monthly NRV Society of Human Resources Management meeting in Christiansburg.
- ❖ Attended a "Welcome Back" party for Carlton English, BT Operations Supervisor. Carlton returned from activity duty military leave in Iraq.
- ❖ Attended the meeting of the Executive Committee of the Board of Directors for United Way.
- ❖ Attended a statewide salary survey focus group meeting sponsored by the Virginia Institute of Government.
- ❖ Coordinated the selection and purchase of service awards and holiday gift certificates for all eligible employees.
- ❖ Planned menu and purchased door prizes for the annual holiday luncheon to be held on December 10, 2004.
- ❖ Completed salary surveys for the Town of Christiansburg and the City of Charlottesville.
- ❖ Coordinated the employee 2005 United Way campaign, arranging for United Way agencies to speak at staff meetings for Public Works, Parks & Recreation, Planning & Engineering, Finance and Transit. Several open meetings were held for other employees to attend. A goal of \$6,300 has been established for this campaign.
- ❖ Prepared and distributed open enrollment informational packets for the Town's Cafeteria plan that includes premium conversion for medical and dental employee contributions, flexible spending accounts and supplemental

policies through American Family Life Assurance Company. Coordinated and held three employee meetings for these benefits.

- ❖ Coordinated monthly BEST classes that included Unlawful Harassment for New Hires. Conducted one session of this class at Transit.
- ❖ Prepared monthly evaluation notices and past due notices for applicable Directors.
- ❖ Continued to assist employees with processing of claims from Southern Health Plan.
- ❖ Processed workers' compensation claims and provider invoices for the month.
- ❖ Continued the recognition of employees by sending cards to all employees celebrating a birthday, marriage, or birth of a child in November.

WTOB/COMMUNITY RELATIONS

The Community Relations Manager began or completed the following projects in the month of October:

- ❖ Began working on an AV/Presentations Policy for Council Chambers
- ❖ Finalized 06 CIP Submittal
- ❖ Continued to train Jessica Snow on her new responsibilities as Museum Coordinator. Jessica has already planned one special event and made introductions to all of the Museum Society members. She has also finalized a Collections Procedures manual to accompany the Collections Policy.
- ❖ Continued working on an ICSC Alliance Program with Diane Akers of the Blacksburg Partnership, Shane Adams of the Montgomery Chamber, Mike Poldiak of New River Valley Mall, and Sue Drzal of the Downtown Merchants Association. The event has been pushed back with a tentative schedule for April in Blacksburg.
- ❖ Worked with the Museum Committee to host a successful Odd Fellows Hall panel lecture on November 4. Video tapes of the entire historic lecture series are now on sale.
- ❖ Continued to serve as staff to the Blacksburg Museum Committee and support for the Blacksburg Partnership retail recruitment efforts.
- ❖ Planned for a holiday reception to take place in the atrium of Kent Square on the evening of the Holiday Parade. This will be the first opportunity for the public to review and comment on phase I drawings for the Alexander Black House.
- ❖ Finalized the 2005 Town of Blacksburg Parks Calendar and began distributing them for the holidays
- ❖ Continue to administer the Blacksburg Alert system. There are currently 1677 subscribers.
- ❖ Completed the Town's Emergency Resource Guide and Distributed to EMT for Final Review
- ❖ Continued working with the web team and Planning and Engineering on a web based projects database
- ❖ Continue to work with a Town team on the development of a notification policy
- ❖ Continue to work with the Neighborhood Enhancement Coordinator to brainstorm campaign ideas for Pick it up Blacksburg
- ❖ Continued working on the January issue of About Town
- ❖ Finalized the 2004 Annual Report for the web

WTOB Programs Produced in November

- ❖ *Blacksburg Newsline* produced by Derley Aguilar: News magazine program featuring Blacksburg Alert Award, introduction of @Your Request system, Montgomery County TACT team, a review of the Virginia Statewide Neighborhood Conference. Updated to include Montgomery County Christmas Store.
- ❖ *The American Soldier*: produced by Chip Herman. A tribute special for Veteran's Day.
- ❖ *Planning Commission Agenda*: produced by Chip Herman. This short program is new to the WTOB line up. It features the public hearings that will be discussed in upcoming Planning Commission meetings. This program includes text about hearings, video, photos, maps, and graphics. The program airs after tape Town Council meetings.
- ❖ *eneRGy: Your Recreation Guide* produced by Jennifer Tuttle: featuring dog training and obedience.

Special Productions

- ❖ *Blacksburg Sports Club*: taped 1 guest speaker
- ❖ *BHS Football*: taped games v. Hidden Valley and Christiansburg
- ❖ *Odd Fellows Hall Panel Discussion*: Chip Herman and Jennifer Tuttle taped this event. Jennifer completed the final editing of the program. The program will air throughout the month of December.

Notes

- ❖ Derley Aguilar, Leslie Wellner (WTOB Volunteer), and Selena McCoy (Parks and Recreation) led elementary school students on field trips throughout the downtown facilities. Students were from Harding Elementary School and the Blacksburg New School.
- ❖ Chip Herman and Jennifer Tuttle presented information about WTOB to the students on the field trip.
- ❖ Jennifer Tuttle conducted a focus group for the show *eneRGy*.
- ❖ WTOB Volunteers Leslie Wellner and Melanie Dierks assisted with *eneRGy*. Leslie assisted with the taping of an interview segment. Melanie wrote some of the scripts for the program.

- ❖ Leslie Wellner also assisted Chip Herman with research and interview for *The American Soldier*.
- ❖ Jennifer Tuttle is producing a Water Babies promotional spot for the Aquatic Center.
- ❖ Jennifer Tuttle continued to refine the end product for the Virginia Statewide Neighborhood Conference wrap up promotional video.
- ❖ Derley Aguilar, Chip Herman, Jennifer Tuttle, and Steve Jones (Technology) saw a demonstration for a Leightronix video playback server.
- ❖ Chip Herman continues to test WTOB's DVD authoring and burning capabilities.
- ❖ Derley Aguilar twice met with Architect Glen Reynolds and staff from Blacksburg Transit regarding their Audio/Visual needs for their new conference room.
- ❖ Derley Aguilar attended the Nov. 16 Town Council Work Session on behalf of Heather Browning.
- ❖ Derley Aguilar unsuccessfully attempted a test of the Emergency Alert System. The EAS was being repaired due to conflicts with Adelphia's internet service. WTOB was not informed of the repair before it was scheduled to take place.
- ❖ Approximately 55 announcements were added to the bulletin board.

Web Administration

Updates

- ❖ Housing and Community Development
- ❖ Maintain Online Credit Card Apps
- ❖ Town Council Pages
- ❖ Refuse and Recycling
- ❖ General updates of links
- ❖ Police press and announcements
- ❖ Blacksburg Transit
- ❖ Parks and Recreation
 - General edits and maintenance
 - Updated schedules
- ❖ Maintenance of eNews
 - News Releases
 - Northside Planned Community
- ❖ On going projects
 - General maintenance to include site search for and removal of orphan files and dead links, and error corrections
 - Town Council Web Cast Updates
 - General editing of content

Web Projects

- ❖ Continue implementation of new design for all department pages
- ❖ Begin code flow chart and database design for Projects pages
- ❖ Continue redesign of Department Pages

Other

- ❖ Organized web team meeting

Site Statistics

Summary

- ❖ 23,609 unique visitors came to the sites.
- ❖ Visitors came from 16,883 distinct Internet addresses.
- ❖ The web server delivered 7,533 unique documents one or more times each.

The top five visited pages by accesses for November are:

Page	Accesses
person.php	5,135
jobs.php	4,397
comp_plan.php	4,288
maps.php	3,220
egov.php	2,513

HOUSING AND COMMUNITY DEVELOPMENT

- ❖ Worked with Community Housing Partners to assess acquisition of land for 6 housing units on Roanoke Street.
- ❖ Approved rehabilitation contract for 510 Lee St.
- ❖ Attended the Governor's Housing Conference in Norfolk.
- ❖ Prepared work write-up for 415 Lee Street rehabilitation.
- ❖ Received bids for 103 Jefferson Street rehabilitation.

Neighborhood Enhancement Program

- ❖ Attended post-planning meeting for Statewide Planning Conference in Charlottesville.
- ❖ Attended VA ABC Community Coalition Grant annual Conference in Virginia Beach (left early due to family emergency).
- ❖ Attended Governor's Housing Conference in Norfolk.
- ❖ Attended Town Gown Community Relations Meeting.

Code Enforcement/Public Nuisance Abatement Summary By Type of Violation

Description	No. cases	No. LMI(% of cases)	Percent of total
Tall grass & weeds	5	4 (80%)	3.4
Debris	33	28 (85%)	22.3
Inoperable vehicles	10	5 (50%)	6.7
Address numbering	1	1 (100%)	0.7
Trash collection	88	61 (70%)	59.5
Property Maintenance	1	1 (100%)	0.7
Zoning*	1	1 (100%)	0.7
Encroachments	6	3 (50%)	4.1
Other	3	2 (67%)	2.0
TOTAL addressed this month.	148	106 (72%)	100.1

Complaints received: 12 (8.1% of total caseload) 12 LMI (100%)

Projects closed this month: 144 (118 LMI, 82%)

Citizen evaluation forms: 1 – Ranked Good

Number of Downtown Cases: 15 (10.1%)

Number of Commercial Cases: 10 (6.7% - 9 LMI 90%)

Number of letters or notices written: 13 (8.8% of total caseload) 8 LMI (62%)

Projects contractor hired for: None

TECHNOLOGY DEPARTMENT

- ❖ Technology Dept is working with VT researchers to look into different streaming video technologies for use at the Community Relations Office
- ❖ Work continues on the wireless RFP – we have interviewed some of the vendors and have selected a vendor that we are now negotiating with.
- ❖ The BTAC monthly meeting was canceled as it was on Veterans Day and the offices were closed.
- ❖ Technology replacement is underway – Technology is delivering desktops and laptops to staff - Technology has ordered most of the staff computers for this year – we will be installing these over the next two months
- ❖ Technology continues to work with Parks and Rec staff to regarding improving the use of the RecTrak database system and credit card payments.
- ❖ The Fiber linking to Old Town Hall, Rescue, and Town Hall is almost complete. All cabling is done and we now need to install the electronic equipment – this will be completed in December.
- ❖ Technology is working with Tele-Works to determine the next steps in improving information delivery to the citizens of the community. We will be meeting in December to organize our planning process.
- ❖ Technology is working with the Community Relations Office to upgrade the Web site and improve communication delivery.
- ❖ Technology is working with Rescue and Fire Departments to start the process of finding a common database system that will integrate with the Police database system.
- ❖ Technology is working with Rescue staff to set up a Blacksburg Alert response system for intra-departmental communications to their volunteers
- ❖ Director attended a BEV Board of Directors meeting. This group has about \$5000 remaining of the initial funding from the town and is attempting to identify a project that is beneficial to the community.
- ❖ Technology is working with Community Relations staff to plan the upgrades for the television station and for Audio / Video needs of the Council Chambers
- ❖ Steve is very involved in the HTE User Group Board of Directors – managing the web site, the user database, and planning for the June conference in Las Vegas.

Teams and Associations

Environmental Management Systems - Pollution Prevention - EMSP2
Executive Management Team
Technology Enhancement Team
Instrumented City Initiative
eGovernment Team
Computer Operations Team

BRITE - Blue Ridge IT Executives – regional Local Government IT Executives
Montgomery County Information Technology Steering Committee
VALGITE - VA Local Government IT Executives – Statewide Local Government CIO Forum
NCTC - New Century Technology Council CIO Committee
VATO – Virginia Telecommunications Officers and Advisors
NRV Telecommunications Group
BTAC – Blacksburg Telecommunications Advisory Committee
HTE User Group Board of Directors - Secretary

FINANCE DEPARTMENT

ACCOUNTING DIVISION

- ❖ List of New Businesses for November, 2004-Attached List
- ❖ Major revenue collections year-to-date as of November, 2004

▪ Real Estate Taxes	\$ 684,860	21.4% of budget
▪ Decals	\$ 49,857	16.9% of budget
▪ Meals Taxes	\$ 859,808	41.3% of budget
▪ Hotel Taxes	\$ 150,353	35.8% of budget
▪ Cigarette Taxes	\$ 184,681	55.1% of budget
▪ Sales Taxes	\$ 458,027	42.3% of budget
▪ Consumer Utility Tax	\$ 386,159	32.3% of budget
- ❖ Year-end close.
- ❖ Collection of Real Estate Tax bills.

UTILITY BILLING DIVISION

- | | |
|---|-------|
| ❖ Number of connections | 97 |
| ❖ Number of work orders | 58 |
| ❖ Percent of waste stream recycled (curbside program) | 15.4% |
| ❖ Disconnects for non-payment of accounts | 0 |
| ❖ Delinquent Notices Mailed | 842 |
| ❖ Direct Debit Accounts | 1,019 |
| ❖ Internet Payments Received | 342 |
| ❖ Internet Accounts Enabled | 1,330 |
| ❖ Collected \$519.36 on delinquent final accounts that had ignored all Town communications. Used Set-off debt, VEC, Tech directory and telephone book to track down these accounts. | |
| ❖ Entered this year's claims on the new version of State Set Off Debt Program. | |

PURCHASING DIVISION

- ❖ Awarded bids/RFP on:
 - ❖ Renewed contract: Road Salt through VDOT.
 - ❖ RFP's/Bids Issued: Truck-Tractor; Utility Pipe Fittings; AVL Software & Equipment/Materials; Sanitary Sewer Study.
 - ❖ RFP's/bids being evaluated: Household Hazardous Waste Day; Engineering Services – Cedar Run; Wireless Infrastructure; Transit Consultant; Odd Fellow Study; Bennett House Renovation; Sewer Pump; Safety Storage Building; Construction of Sewer Lining; A/E Services for South Main Fire Station.
 - ❖ Upcoming RFP's and bids: Credit Cards; Heritage Park House; Office Supplies; Miscellaneous Asphalt; Town letterhead.
 - ❖ Quotes/Informal Bids: Portfolios for Rescue.
 - ❖ Electronic Auction Sales: \$1,542.50 sold in November.
- | | | |
|--------------------------|-----|--------------------------|
| ❖ Purchase Orders Issued | 92 | \$356,896 |
| ❖ Blank Orders Utilized | | unavailable for November |
| ❖ Inventory Issues | 315 | \$ 12,392 |

ADMINISTRATION/MANAGEMENT INFORMATION SYSTEMS DIVISION

- ❖ Working on Internet (Click 2 Gov) Vendor Registration application.
- ❖ Working with auditors for FY 04 year end.
- ❖ Working on FY 06 Capital Improvement Project
- ❖ Working on Version 3 upgrade to H T E Financial Management System.

New Businesses for October, 2004

Name	Address
Beacons LLC	2901 Prosperity Road
Blacksburg Massage & Wellness	205 Washington Street
Campbell & Paris Engineers	2605 Ramble Road # B
Express Food Mart Inc.	1726 North Main Street
Guest Construction	Out of Town Contractor
Infinite Ink	7 Jackson Street
Lesia W Gignac CMT	200 Country Club Drive
Little River Gold Inc	210 South Main Street
Robert Welch Cont. Inc.	Out of Town Contractor
Roger P Davidson, Artist Inc.	Peddler
Scaggs Electric	Out of Town Contractor
Southern Charms	102 Mateer Circle
Taylor's Paving	Out of Town Contractor
Urban Expression	801 University City Boulevard

PARKS AND RECREATION DEPARTMENT

*With the colder months approaching, many activities have moved indoors, and the Parks have been winterized.

- ❖ The Aquatic Center collected \$7,392.67 for 1,381 participants.
- ❖ The Golf Course collected \$7,302.07 for 409 participants.
- ❖ The rest of the department collected \$6,797.47 for programs and rentals.
- ❖ Department is working on installing a RecTrac upgrade.
- ❖ Outdoor Supervisor attended the Ohio Parks and Recreation Conference.
- ❖ Community Center collected bids for awnings to be installed in the front of the building.
- ❖ Preparations are under way for the Holiday Night Parade.
- ❖ Director and Recreation supervisors started their study sessions for the National Recreation Certification Exam.
- ❖ Director met with Housing Director and Tom Knootz, architect, to discuss Wong Park- Bennett House renovation.
- ❖ Director attended meeting with school superintendent search committee.
- ❖ Director continues to meet with Montgomery County Director.
- ❖ Director displayed the Loop Trail map and document out for the public.
- ❖ Director filmed the 3rd WTOB Energy Show.
- ❖ Director was elected to Friends of the Huckleberry Trail Board.
- ❖ Director attended Legislation Team meeting.
- ❖ Director met with members of the Blacksburg Natural Heritage Group.
- ❖ Director met with YMCA Director to discuss programs and the options for the old middle school facility.
- ❖ Director started the Bishop Road property survey and subdivision.
- ❖ Director attended the Northside Proffer meeting regarding park issues.
- ❖ Director met with subcommittee of Recreation Advisory Board members on the Vision Plan.
- ❖ All supervisors have been working on upcoming Winter/Spring Brochure programs.

POLICE DEPARTMENT

OFFICE OF THE CHIEF

- ❖ Accreditation Events: Travel arrangements have been made for the CALEA conference in Austin, Texas December 1-4, 2004. The assessment team's final report has been received, and recommends the department for re-accreditation. Policy study continues to bring the department's directives into compliance with CALEA changes.
- ❖ The Chief received and responded to several letters and emails of appreciation and commendation regarding the performance of numerous police personnel.
- ❖ The Chief and staff attended numerous meetings and civic events this month.
- ❖ The tenth Citizens Police Academy is in its eighth week and things are going well.
- ❖ The Deer Population Management Program was implemented this month. The overall deer population was reduced by 15.

POLICE OPERATIONS

- ❖ Part I Offenses have decreased from 114 reported in October 2004 to 90 reported in November 2004. Larcenies have decreased from 59 reported in October 2004 to 46 in November 2004. Comparing November 2003 to November 2004 we show a 10% increase in Part I offenses. The clearance rate for Part I offenses in November 2004 was 23%. The total Clearance rate for Part I and Part II offenses was 41%.
- ❖ Year-to-date offenses (Part I and Part II) have decreased 1% from a fiscal year total of 1300 in November 2003 to a fiscal year total 1284 in November 2004.
- ❖ The month of November saw a 52% decrease from the previous month in the number of reported noise violations. Uniform personnel responded to 116 reported noise violations, and issued 15 citations for violations of the Town's noise ordinance.
- ❖ November 7th, Officer Garland was injured during a foot pursuit of suspect, which was arrested and charged with Public Intoxication, Obstruction of Justice, Larceny and Assault on a Police Officer. As a result of Officer Garland's injuries, she was off and later placed on light-duty status for several weeks.
- ❖ November 14th, Detectives were called out to investigate a sexual assault that occurred between two males. The case remains under active investigation.
- ❖ November 15th, Midnight shift officers arrested two college age males for shooting at occupied vehicles with a paintball rifle in the 700 block of South Main Street. A court date is pending.
- ❖ Downtown patrols by the evening and midnight shift bicycle patrol officers, along with other downtown sector units place a total of 55 charges with majority being alcohol related.
- ❖ November 14th, the downtown sexual assault that occurred under the steps under the Ton 80 club was closed by plea agreement. The suspect Davy received a 70 year prison term with 13 years to serve under the plea agreement.
- ❖ ABC enforcement operations were conducted three times this month by off-duty personnel. The focus was storefront operations and parties. Three charges were made during these operations.
- ❖ November 26th, officers responded to 711 Burruss Drive for a house fire. No one was injured in the residence; however the family pets perished in the blaze.
- ❖ November 26th, following the Va. Tech/UVA football games, evening shift officers investigated an assault that culminated in four suspects being charged with Malicious Wounding. The victim sustained a fracture in his facial area around his left eye and required several stitches.
- ❖ November 28th, Officer Hite charged two suspects with manufacturing an explosive device after investigating the incident in which they exploded the device next to Food Lion at Hethwood Boulevard.
- ❖ The Mobile Speed Display Units were utilized 12 times at 4 different locations for a total of 143 hours, at the following locations: Broce Drive x 2, East Clay Street x 3, Mabry Lane X 6 and Airport Road.
- ❖ Selective Enforcement activities were provided 6 times during the month. Five different locations were targeted for this activity including; Broce Dr., Mabry Lane, Mabry Lane, Greendale Drive, Lee Street and Prices Fork Road. Approximately 5.33 hours were expended and grand total of 161 traffic summonses were issued.

POLICE SERVICES

- ❖ Police personnel issued a total of 594 parking tickets this month. That figure represents a decrease of 215 from 809 that were written last month. The majority of the tickets were issued for meter violations 329. While there were tickets written in all categories, other notables included: 90 for no parking, 75 for yellow line, 16 for permit parking, 56 for other violations and 8 for no Town decal.
- ❖ Both generators used to power the police building and radio communications tower were tested and found to be functioning properly and their testing was documented for the CALEA files.
- ❖ Captain Bishop conducted an investigation into a complaint regarding one of the wrecker services who provide towing for the department. It was learned that the complainant was over charged \$200.00. The wrecker service graciously refunded the individual the over charged amount.
- ❖ Communication Officer Jennifer Strout resigned her position with the department on November 22, 2004.

PUBLIC WORKS DEPARTMENT

OPERATIONS DIVISION (Administration, Equipment Operations)

- ❖ Director attended the annual US Green Building Council conference and exposition and participated in the LEED for Existing Buildings workshop.
- ❖ Director attended the monthly Instrumented City coordination meeting with Virginia Tech Transportation Institute (VTTI) and VDOT representatives.
- ❖ Director met with Virginia Tech Electric representatives to discuss undergrounding utility lines on Patrick Henry Drive.
- ❖ Director met with VDOT representatives on the Tom's Creek interchange project.
- ❖ Continued working on the EMS workgroup objectives, goals, and tasks into Workgroup Implementation Plans for FY 2004-2005.

- ❖ Town Garage mechanics performed 221 garage service job orders (vehicle repairs, equipment repairs, vehicle washing, field services, state inspections, preventive maintenance, etc.).

PARKS & LANDSCAPE DIVISION (Cemetery, Grounds, Horticulture, Parks, Solid Waste/Recycling)

- ❖ Bids have been received for the Chemical Storage Building. Will award in December.
- ❖ Reviewed plans and proffers for Northside Park.
- ❖ Met with Heritage park Citizens group along with Parks and Recreation Director.
- ❖ Continued to refine EMS/P2 timeline to create comprehensive Universal Waste Policy as well as create spill prevention and containment plan.
- ❖ Began planning for construction of restroom facility at Nellie's Cave Park.
- ❖ Assisted with installation of banners on poles throughout town.
- ❖ Installed holiday lights on Main Street and College Avenue.
- ❖ Pruned rights-of-way and sight restrictions.
- ❖ Continued the 2004 Leaf Collection Program townwide. Picked up 371 truck loads of loose leaves resulting in labor and equipment costs of \$53,200 or \$144 per load. Picked up 2,685 bags of leaves resulting in labor and equipment costs of \$4,091 or \$1.50 per bag.
- ❖ Picked up 60 dump truck loads of brush during Brush Collection resulting in labor and equipment costs of \$7,696 or \$128 per load.

PROPERTIES DIVISION (Occupational Safety, Custodial Services, Buildings, Traffic Engineering, Pump Stations)

Occupational Safety Program

- ❖ Developed new training class outlines and training material for the new training year.
- ❖ Site visits continued with observation of leaf collection job sites.
- ❖ Coordinated with Chief Brown to present required hazardous material and communication training to his department next month.
- ❖ Conducted a safety review of snow removal operations.

Maintenance

- ❖ Installed banners and holiday lights throughout town.
- ❖ Rebuilt lighting fixtures in offices at the Armory.
- ❖ Installed exterior lights at Old Town Hall.
- ❖ Repaired radio system at Public Works
- ❖ Rebuilt front porch at Five Chimneys.

Traffic Engineering

- ❖ Repaired and/or replaced 47 street signs and serviced 20 parking meters.

STREETS DIVISION (Asphalt, Sidewalks, Storm Drains)

- ❖ Installed snow fence on Prices Fork Road.
- ❖ Cleaned leaves from drain boxes.
- ❖ Milled and paved downtown Main Street.
- ❖ Repaired asphalt curb on Turner and Owens.
- ❖ Repaired 100' of sidewalk on Prices Fork Road.
- ❖ Patched section of Bishop Road that was deteriorated.
- ❖ Roanoke and Draper utility asphalt repair.
- ❖ Repaired Glade Road shoulders with stone.
- ❖ Repaired brick on Church Street parking lot.
- ❖ Performed asphalt repairs at 5 locations town wide.

UTILITIES DIVISION (Water Systems, Sewer Systems)

- ❖ Installed 24 new ¾" water meters at Knollwood subdivision.
- ❖ Repaired water leaks at Giles Road, Tall Oaks Drive, Cork Drive and Harding Avenue.
- ❖ Repaired sewer at Dutch Village.
- ❖ Assisted in leaf pick ups.
- ❖ Processed 371 Miss Utility requests to locate Town of Blacksburg water and sewer utilities.
- ❖ Performed 1,656 linear feet of sanitary sewer preventive maintenance (tv inspection) resulting in labor and equipment costs of \$533, or \$0.32 per linear foot.
- ❖ Performed 4 Special Pick-ups (4 loads) resulting in labor and equipment costs of \$657 or \$164 per load.

VOLUNTEER FIRE DEPARTMENT

Fire Department responded to 58 incidents: 47% Town = 27 Calls
 10% County = 06 Calls
 43% VPI = 25 Calls
 0% Mutual Aid = 0 Calls

Total Miles Driven: 3649
 Burn Permits issued: 7 yes, 0 no
 Training Hours: 5
 Total Est. Fire Loss: \$34,500
 Total Incident Man Hours: 169

Training:

- ❖ Toured Smart Road building and inside bridge with fire officers.

Committees represented by F. D.:

- ❖ SW VA Fire and Life Safety Coalition
- ❖ SW VA Firefighters Association
- ❖ SW VA Arson Investigators
- ❖ Montgomery County Firefighters Assoc.
- ❖ VA Tech Safety Advisory Committee
- ❖ Mont. Co. Risk Watch Coalition
- ❖ Blacksburg Workplace Safety

Public Fire Education:

- ❖ Fire Extinguisher training at Showalter Center for staff
- ❖ Safety Talk and Station Tour for Cub Scouts at Station II
- ❖ Safety Talk and Station Tour for Bright Beginnings Daycare
- ❖ Safety house at Tall Oaks Montessori
- ❖ Safety Talk and Station Tour for Gilbert Linkous Elem. Kindergarten
- ❖ Safety Talk and Station Tour for Cub Scouts
- ❖ Fire truck and gear at Tall Oaks Montessori
- ❖ Fire truck and gear at Blacksburg Christian Church for Cub Scouts
- ❖ Safety Talk for Phi Kappa Tau Frat. 600 S. Main St.
- ❖ Fire Extinguisher training for Kroontje Health Care staff

Inspections:

- ❖ CRC Building 10, Suite 2000
- ❖ Newman Hall
- ❖ Phi Kappa Tau, 600 S. Main St.
- ❖ Kipps Elem.
- ❖ Harding Ave. Elem
- ❖ Blacksburg High School
- ❖ Margaret Beeks Elem.
- ❖ Champs Sports Bar
- ❖ Burger King
- ❖ Blacksburg Middle School
- ❖ Old Blacksburg Middle School
- ❖ Gilbert Linkous Elem.

Standby:

- ❖ Maryland vs VT Home Football Game
- ❖ Virginia vs VT Home Football Game

VOLUNTEER RESCUE DEPARTMENT

Month/Year November 2004

	This Month	Year To Date
1. Training - # Hours	1190	2624
2. Rescue Calls - # Calls	173	2027
3. Volunteer hours Expended on Calls	853	10,480

		<u>GOAL</u>	<u>MONTH</u>	<u>YR. AVERAGE</u>
4. *Response Times:	TOWN	7.00 MIN	5.95 MIN	6.99 MIN
(Time of dispatch to	COUNTY	12.00 MIN	9.45 MIN	12.2 MIN
on scene)	VPI	5.00 MIN	11.00 MIN	4.5 MIN
5. Reaction Times	TOWN	3.5 MIN	2.0 MIN	2.44 MIN
(time of dispatch	COUNTY	3.5 MIN	2.69 MIN	2.85 MIN
to in-service)	VA TECH	3.5 MIN	0.00 MIN	0.83 MIN

(NA = Not Available)

*** Response times are the crucial element to be considered in evaluation of the service.**

The response times are calculated using all calls regardless of location. Determining an average target for responses is difficult as there are many factors which enter the picture, such as weather, location, time of day, available manpower, etc. However, we continue to strive for our goal.

** County coverage area includes to Giles, Craig and Roanoke County lines.

Totals Calls Answered in the Month of November 2004 :

BREAKDOWN OF CALLS:

Rescue Calls:

LOCATION:

Town	<u>109</u>
County	<u>62</u>
VPI & SU	<u>1</u>
Outside County	<u>1</u>
Total	<u>173</u>

VOLUNTEER HOURS:

Rescue Calls:	<u>852</u>
Standby / Service Calls:	<u>1190</u>
TOTAL:	<u>2042</u>

P L A N N I N G & E N G I N E E R I N G
D E P A R T M E N T

November, 2004

P l a n n i n g & D e v e l o p m e n t D i v i s i o n

Comprehensive Planning



Long Range Planning Subcommittee of the Planning Commission

Town staff reviewed a draft amendment to the Comprehensive Plan regarding the retention and use of alleys and unbuilt rights-of-way. The proposal strengthens the language in the plan to retain these built and unbuilt right-of-way networks. This proposed amendment will be included in the 2005 Comprehensive Plan Amendment package, which will begin to be reviewed in January 2005.



Alexander Black House Renovation

The consultant, Archetype, completed Phase I of the Black House Renovation project. Phase I documents include a house analysis to include measured drawings, plans, elevations, conditions, restoration needs, renovation potential, future utilization, and conceptual drawings. Town staff is developing the scope of Phase II that will include phasing, project costs, and fundraising program design.



Metropolitan Planning Organization (MPO)

Town staff worked with Montgomery County, Town of Christiansburg, and MPO staff to review the transportation model, which will be used to evaluate current and future regional and local transportation networks. This information is vital to the regional transportation planning efforts underway by the MPO.



Virginia Statewide Neighborhood Conference

Town staff attended a debrief meeting in Charlottesville, Virginia to wrap up final conference items and begin the planning process for the 2005 conference. Next years conference will be held in the fall and will be hosted by the City of Norfolk, Virginia.

Development Administration



Town Council Actions

Conditional Zoning: Ordinance 1374: (An Ordinance Rezoning 9.9 acres at 219 Givens Lane and 1611 Whipple Drive from R-5, Transitional Residential and PMH, Planned Manufactured Home, to PR, Planned Residential, for Echols Village Planned Residential Community), located in the Northside Park Neighborhood was approved as proffered.

SUP 04-008: (500 South Main Street, Snyder Office, for General Office use in the Transitional Residential (R-5) Zoning District), located in the Miller/Southside Neighborhood was approved as conditioned.

SUP 04-009: (1303 Palmer Drive, Town of Blacksburg, for Major Utility use in the Low Density Residential (R-4) Zoning District), located in the Grissom/Highland Neighborhood was approved as conditioned.

SUP 04-006: (2500 block, North Main Street, Blacksburg New School, for Educational Facility, Elementary/Secondary use in the Rural Residential-1 (RR-1) Zoning District), located in the North End Neighborhood was approved as conditioned.



Planning Commission Actions

Adoption of Resolutions of Appreciation for retiring Commissioners:

Albin Butt, Bill Claus, and Lauren Coble

Adoption of Resolution of Appreciation for Montgomery County Planning Commissioner (Memoriam)

Kathryn “Kitty” Brennan

SUP 04-005 – 608 & 610 South Main Street. Special Use Permit for General Office use, Wall Law Office, located in the Midtown South neighborhood, was approved a 30-day deferral.

SUP 04-007 – 801 Orchard Street. Special Use Permit for Personal Services use, Paul Smith Nail Salon, located in the Kabrich-Crescent neighborhood, was recommended a 30-day deferral to provide an architectural sketch and review by the Historic and Design Review Board.

SUP 04-008 – 500 South Main Street. Special Use Permit for General Office use, Snyder and Associates Office, located in the Miller Southside neighborhood, was recommended approval.

SUP 04-009 – 1303 Palmer Drive. Amendment to Special Use Permit for Major Utility use, town of Blacksburg Water Tank, located in the Grissom/Highland neighborhood, was recommended approval.

Ordinance 1374 - 1611 Whipple Drive. Located in the Main/Patrick Henry neighborhood. Conditional zoning from Transitional Residential (R-5) and Planned Manufactured Home (PMH) zoning district to Planned Residential (PR) zoning district, Givens Village (Echols Village), located in the Main/Patrick Henry neighborhood, was recommended approval with conditions.



Planning Commission Applications Received for Subsequent Review

SUP 04-010, 1321 Brighton Court, Cedar Crest III, Ellett/Jennelle Neighborhood, General Office use. An application to allow the conversion of part of a Two-family Dwelling Residential use to a General Office use.



Development Approvals

Site Plans

SP 04-037, Jason Boyle addition – 206 Washington Street

Subdivisions

SUB 04-016 – Bishop Meadows minor subdivision, 300 block, Bishop Road

SUB 04-018 – The Heights final plat, 900 block, Giles Road

SUB 04-024 – Huff boundary line adjustment, 1301 Meadowbrook Drive

SUB 04-031 – Allen Family Farm minor subdivision, 2710 Spring Hollow Road



Board of Zoning Appeals

BZA 091004 - 506 Woolwine Street. Located in the Downtown Eastside neighborhood. Faith Christian Church, minimum setback requirements, Section 3052(c). The Board approved.

Zoning Enforcement



Violations:

2 new zoning violation notifications

3 zoning violation enforcements in progress

5 zoning violations corrected

E n g i n e e r i n g D i v i s i o n

Water System Projects



Highland Park Tank

The site grading which includes the construction of the access road and backfill around the tank, and the installation of the exterior tank piping continues. Once the exterior piping is completed, the tank will be disinfected and upon successful water quality testing, the tank will be placed into service. The completion schedule is now the end of December 2004. The recent rains have slowed progress on the pipe installation and in addition, the contractor has been awaiting the delivery of gate valves.

Backflow Program

Statistics are as follows:

- New residential backflows installed and inspected: 14
- New commercial backflows installed and test witnessed: 4
- New Town facility backflows installed and tested: 0
- Annual backflow tests completed: 24
- Backflow surveys: 7
- Permit value total: \$60.00

Water Quality Testing

-Performed 30 Chlorine Residual Tests

Sewer System Projects



Inflow and Infiltration

- Performed 2 Commercial I&I inspections
- Performed 7 Residential I&I inspections through the Rental Program

Industrial Discharge Program

Staff completed Industrial Discharge Surveys and submitted the results to the Sanitation Authority. Staff reviewed monthly numbers for all Industrial Discharge permit holders and all were found to be in compliance with the Town's permit requirements. Staff met with Wolverine to discuss the discontinuation of the bioremediation process at Cedar Run as approved by DEQ. This would allow the Town to take back the facilities at Cedar Run.

Grease/Oil Program

- Town staff inspected 1 business for grease violations

New Industrial Park Pump Station

Future flow projections were discussed with the IDA and the engineering consultant. The consultants are submitting a Preliminary Engineering Report to the Department of Environmental Quality for review.

Murphy Pump Station

Revised plans to resolve a waterline conflict and adjust manhole rim elevations to match developer's final grades have been reissued. A contractor's schedule has been received with

mobilization to begin during the first week of December 2004 and construction to start the following week.

Street Projects



Downtown Improvement Project

The one trash can remaining has yet to be installed. It is on back order and will be put in as soon as it arrives. The concrete staining portion of this project has started. It should be completed by the end of December 2004 weather permitting.

Stanger/Prices Fork Hazard Mitigation Project

Town staff is pursuing funding from VDOT for a proposal that will improve the intersection by replacing the traffic signal cabinet and completing some additional wiring. This will allow all the equipment to work together ultimately activating the pedestrian crossing signals and configuring the phasing in the intersection with the most optimal timing for the demand.

VDOT Urban Projects

Staff has attended the scoping for the North Main Street Project that runs from College Avenue to Prices Fork Road. A complete schedule for this project will be provided soon from VDOT.

Stormwater Projects



Givens Pond

Staff has met with the property owner to discuss the pond construction. Staff is reviewing property owner requests that resulted from the meeting.

Montgomery Street Stormwater Improvements

The second phase of the stormwater improvements to the Bennett Hill/Progress Neighborhood area is to install curb and gutter, and storm drains along Montgomery Street. Public works crews are continuing with the installation of the piping from the Wong Ponds up toward Montgomery Street.

Sidewalks/Trails



Heritage Park – Tom's Creek Low Water Bridge

Staff met with Anderson and Associates and Dean Crane on October 29, 2004 to discuss FEMA requirements for a low water bridge. Construction of a low water bridge will require a Letter of Map Revision (LOMR) to the FEMA flood maps with an associated review cost of \$8,000 and up to a year of review. Requirements for a free span bridge indicate the bridge would need to span at least 200 feet and would cost over \$250,000. Staff is currently researching options through the Corps of Engineers.

North Main Bike Path

The greenway easement plat and deed for Tried Stone Christian Fellowship has been signed. Staff received the revised easement plat from Anderson and Associates for the J.W. Moore property. They are coordinating signatures with the son and daughter.

Traffic



NTCP

A meeting summary, attendance sheet, meeting slides, and transportation area map have been posted to the Town website for all transportation areas within Draper/Preston Neighborhood. Surveys have been drafted and reviewed by transportation area representatives for the Airport/Southgate transportation area. A survey for the Airport/Southgate transportation area has been mailed.

The Draper/Preston/Gracelyn transportation area will meet again in February 2005 to discuss revising their survey. Meetings for the Draper Extension transportation area and Edgewood transportation area will be scheduled in January and February 2005 respectively.

A survey for the Giles Road transportation area in the Bennett Hill Progress NTCP has been mailed. A survey for the Progress Street transportation area is being developed and will be reviewed by area representatives and mailed this month.

Alleghany Fincastle NTCP met on Tuesday November 16, 2004 in the Training Room at the Blacksburg Police Department. A meeting summary, attendance sheet, meeting slides, and transportation area map need to be posted to the Town website. A transportation area was defined along Fincastle Drive. A survey will be developed and reviewed by area representatives for mailing this month.

G I S D i v i s i o n

Current Projects



Virginia Base Mapping Program

The GIS Division has begun an audit of the Virginia's statewide centerline project. The State contracted VarGIS to create a seamless road file using the recent statewide aerial photography. Jurisdictions have until mid December of 2005 to review the work for their localities. The final product will be sent back to localities and will include local and state attributes. The product will be used for regional dispatching to assist in Phase II wireless 911 call locations, regional projects such as transportation planning, and at the state level for economic development and the Emergency Service Division.



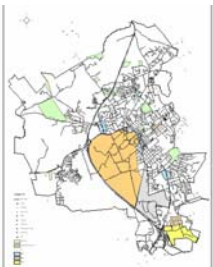
Virginia 2004 GIS Conference

The GIS Coordinator attended the state's GIS conference hosted by the Roanoke Valley Alleghany Regional Commission at the Hotel Roanoke and participated in a presentation with the GIS Managers from Montgomery County and Christiansburg on the benefits of Regional Cooperation.



Planimetric Update

Pinnacle Mapping is completing a pilot area for the planimetric update. The GIS division is working on the process for updating our topographic maps with the results of this project.



Town of Blacksburg Points of Interest

The GIS Division is creating a "points of interest" map for a kiosk display at the Virginia Tech Airport. The map is to assist travelers in navigating through town and to locate places of interest such as parks and recreation, administrative buildings, schools, lodging, libraries, the Industrial Park, retail districts, and the CRC.

B u i l d i n g a n d I n s p e c t i o n s

New Construction

Building Permits Issued

Permits issued: 60
New dwelling units: 16
Inspections performed: 334
Total building permits value: \$68,675.45
Total value for construction: \$2,426,992.00
Stop work order administrative fees charged: \$100.00
Re-inspection fees charged: \$360.00
Temporary Certificates of Occupancy: \$300

Property Maintenance Inspections

Rental Inspections

Registered properties: 715
Rental property inspections: 13
Re-inspections: 2
Rental units passed: 9
Reactive inspections: 14
Proactive inspections: 4

Miscellaneous Information

The Building Official has been active reviewing plans for phase three of Maple Ridge rental units and the Little Italy restaurant at Hethwood shopping center. Plans are also currently being discussed with the future owners of a restaurant at the former Bailey's restaurant location on South Main Street.

The Property Maintenance Official performed Fraternity Inspections at 206 Turner Street and 1503 Tom's Creek Road, and has assisted the Building Official on several inspections. The Property Maintenance Official has also been contacted by the City of Franklin, Virginia with questions concerning Blacksburg's Rental Program.

Building Permits Issued for: November, 2004

Permit #	Applicant/Owner	Location	Contractor	Units	Cost	Code
B-04-000453	Bill Madison	202 South Hill Dr.	Madison Contracting	0	10,000	RC
B-04-000639	James Gallimore	604 Cambridge Rd.	Gallimore Construction	0	1,225	RM
B-04-000643	James Gallimore	2712 Wellesley Court	Gallimore Construction	0	1,225	RM
B-04-000706	Tim Kurstedt	109 Maywood St.	A-1 Heating and Cooling	0	4,200	MS
B-04-000750	Randall Maxwell	217 College Avenue	Fire Safety Products	0	12,500	MC
B-04-000754	Janet Perrault	1580 Honeysuckle Dr.	Self	0	50,000	ASF
B-04-000760	Randall Maxwell	109-A College Avenue	Fire Safety Products	0	1,600	MC
B-04-000776	James Surrey	1305 Glen Cove Lane	Surrey Builders	0	37,000	ASF
B-04-000780	Julie Smith	200 Monticello Lane	Strong's	0	2,800	MS
B-04-000781	Julie Smith	2501 Capistrano St.	Strong's	0	4,400	MS
B-04-000788	Robert Lisk	118 Country Club Dr.	Robert F. Lisk General	0	33,079	RC
B-04-000789	Roger White	416 Clairmont Dr.	White Builders	1	138,775	NS
B-04-000790	Roger White	417 Clairmont Dr.	White Builders	1	119,795	NS
B-04-000791	Clyde Mitcham	836 Hutcheson Dr.	Blacksburg Plumbing	0	250	MS
B-04-000792	Clyde Mitcham	1531 South Main St.	Blacksburg Plumbing	0	2,500	MC
B-04-000793	Claude Pitzer	1730 Sage Lane	Community Housing Partners	1	120,000	NS
B-04-000794	Tom Bowden	1211 Village Way South	Restorations Unlimited	0	10,000	RS
B-04-000795	Matt Correll	126-B Jackson St.	Matthew Correll	0	5,000	RC
B-04-000796	John Walsh	1702 Glade Rd.	Walsh Electrical Contracting	0	650	EM
B-04-000797	Quintin Burch	1711 Suite 2 N. Main St.	Commonwealth Heating and Air	0	23,000	MC
B-04-000798	Tony Houff	603 Progress St.	Tony Houff Electrical	0	2,050	ESF
B-04-000799	James T. Bush	517 Country Club Dr.	James T. Bush, Contractor	1	225,000	NS
B-04-000800	Jonathan Couch	1535 S. Main St.	Boyd S. Construction	0	400	EC
B-04-000801	Danny Gallagher	202 S. Main St.	Pointe West Management	0	2,000	NS
B-04-000802	Bob Pack	220 S. Main St.	Pointe West Management	0	30,000	RC
B-04-000803	Julie Smith	2103 Chestnut Dr.	Strong's	0	2,500	MS
B-04-000804	Cindy Griffin	1711 Suite 2 N. Main St.	Little River Contracting	0	18,000	PLB
B-04-000805	Rich Alvis	104 Hubbard St.	Alvis Electric	0	7,435	EC
B-04-000806	Mike Augsburger	217 Mountain Breeze Dr.	S. M. Nichols Builder	1	150,000	NS
B-04-000807	Jason Boyle	206 Washington St.	Green Valley Woodworks	0	250	DE
B-04-000808	Kirby Connor	506 Woolwine St.	Eastern Construction	0	6,000	DE
B-04-000809	Eric Jones	3003 McLean Court	Shelter Alternatives	0	163,100	ASF
B-04-000810	Claude Pitzer	1728 Sage Lane	Community Housing Partners	1	130,000	NS
B-04-000811	Louis Whitlock	1607 Meadowbrook Dr.	Louis Whitlock	0	3,000	MS
B-04-000812	Clyde Mitcham	602 Piedmont St.	Blacksburg Plumbing	0	1,000	RW
B-04-000813	Steve Hill	205 Heights Lane	Hill Land Company	1	50,000	NS
B-04-000814	Steve Hill	207 Heights Lane	Hill Land Company	1	50,000	NS
B-04-000815	Steve Hill	211 Heights Lane	Hill Land Company	1	50,000	NS
B-04-000816	Steve Hill	209 Heights Lane	Hill Land Company	1	50,000	NS
B-04-000817	Jason Boyle	206 Washington St.	Green Valley Woodworks	0	50,000	AC
B-04-000846	Jerry Shepherd	303 Heartwood Crossing	Pearl Water Productions	1	75,000	NS
B-04-000847	Tim Kurstedt	111 Cohee Rd.	A-1 Heating and Air	0	15,600	MS
B-04-000848	Julie Smith	816 Cambridge Rd.	Strong's	0	1,700	MS
B-04-000849	Jerry Shepherd	301 Heartwood Crossing	Pearl Water Productions	1	75,000	NS
B-04-000850	Steve Hill	205 Heights Lane	Hill Land Company	0	100	MIS
B-04-000851	Steve Hill	207 Heights Lane	Hill Land Company	0	100	MIS
B-04-000852	Steve Hill	211 Heights Lane	Hill Land Company	0	100	MIS
B-04-000853	Steve Hill	1410 Locust Dr.	Mike's Roofing and Remodeling	0	3,500	RM
B-04-000854	Fred Alderman	107 Faystone Dr.	Fred Alderman	0	2,880	ESF
B-04-000855	Jerry Shepherd	2732 Green Meadow Dr.	Pearl Water Productions	1	120,000	NS
B-04-000856	Kenton McKee	104 Countryside Court	Bern Bushman Tree Service	0	4,028	ASF
B-04-000858	Timothy Connor	610 Rose Avenue	Montgomery Sanitation	0	800	RS
B-04-000861	Ben Trice	1208 Brook Circle	Fralin and Waldron	1	175,000	NS
B-04-000864	Ben Trice	1215 Brook Circle	Fralin and Waldron	1	192,000	NS
B-04-000865	Christina Howell	401 Ridgeview Dr.	TB Home Improvement	0	5,100	ASF
B-04-000868	Ben Trice	1129 Brook Circle	Fralin and Waldron	1	149,000	NS
B-04-000869	Carl Cirillo	401 Ridgeview Dr.	Environmental Engineering	0	250	DE
B-04-000870	Steve Gerus	1711 Suite 2 N. Main St.	Bell Electric	0	15,000	EC
B-04-000872	Clyde Mitcham	1303 N. Main St.	Blacksburg Plumbing	0	1,500	RW
B-04-000873	Robert Welch	510 Lee St.	Robert Welch Contracting	0	25,000	RS

Total Construction Value for November, 2004

1,646,010

Total New Dwelling Units for November, 2004

6

Total Number of Permits Issued for November, 2004

49

Total Number of Inspections for November, 2004

428

Total Number of Building Permit Fees Collected for November, 2004

27,159

Total Amount of Stop Work Order Admin Fees Collected November, 2004

200.00